

~~SECRET~~ CONFIDENTIAL
~~SECURITY INFORMATION~~

Executive Registry
3-3187

MEMORANDUM

6 October 1952

TO: Deputy Director for Plans
Deputy Director for Intelligence
Deputy Director for Administration ✓
Assistant Director for Communications

FROM: Cable Secretary

SUBJECT: Screening of Cables for the Director

1. As you are aware, the Cable Secretary screens all cable traffic and forwards to the Director those cables which are considered to be of interest to him. In many cases the copies of such cables distributed to other recipients have not shown that the Director received distribution. However, effective 6 October 1952, when a cable is forwarded to the Director, that fact will be shown by including DCI in the distribution list on all copies of the cable. Occasionally during the post-screening process the Cable Secretary may select and forward to the Director a cable which has already received normal distribution. As an interim measure, until a better procedure can be devised, the Cable Secretary will advise the appropriate Deputy or Assistant Director by telephone of the forwarding of such cables. It is requested that you disseminate the preceding information to interested members of your staffs.

2. Screening of cables for forwarding to the Director is now based on requirements provided by the Director's office. It would be appreciated if you would keep the Cable Secretary advised of any activities, current or expected, in your spheres of responsibility which you consider of sufficient significance to warrant pertinent cables being brought to the attention of the Director.

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✓ Cable Secretary

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